

**WOODS CROSS CITY COUNCIL MEETING  
APRIL 7, 2026**

The minutes of the Woods Cross City Council meeting held April 7, 2026, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

**COUNCIL MEMBERS PRESENT:**

Ryan Westergard, Mayor  
Julie Checketts  
Jim Grover

Eric Jones  
Wally Larrabee  
Rachel Peterson

**STAFF PRESENT:**

Bryce Haderlie, City Administrator  
Curtis Poole, Community Development Director  
Jim Bigelow, Police Chief  
LaCee Bartholomew, Community Services Manager

Sam Christiansen, Public Works Director  
Annette Hanson, City Recorder-online  
Brian Passey, Finance Director  
Johnny Filler, Public Works Department

**PUBLIC ATTENDANCE:**

LeGrande Blackley  
Brian Allen  
Gray Thomas  
Ben Dean  
Cade Groll  
Brandon Wood

Don Schrader  
Terry Warner  
Rob Beishline  
Tyler Parkin  
Chris Preston

Lois Schrader  
Brayden Warner  
Mike Hogan  
Anola Johnson  
Ryan Kitchen

Ryan Horrocks  
Rick Chestnut  
Mike Taylor  
Terrance Price  
Brian Shurtliff

**INVOCATION/PLEDGE:**

Julie Checketts

**CONSENT AGENDA ITEMS**

Council Member Jones made a motion to approve the consent agenda items with Council Member Larrabee seconding the motion and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO APPROVE MINUTES**

The Council reviewed the minutes of the meeting held 3/3/26 and the minutes were approved as written through the consent agenda.

**RATIFY CASH DISBURSEMENTS**

The Council ratified the cash disbursements for the time period of 2/27/26-4/2/26 through the consent agenda.

**CONSIDERATION TO ADOPT RESOLUTION 2026-973 AUTHORIZING SURPLUS OF OBSOLETE PD AND IT EQUIPMENT**

Chief Bigelow presented lists of surplus property to the City Council for their approval for the disposition of the obsolete items and equipment from the Woods Cross PD and IT to be declared as surplus property for sale or disposal of the items.

The City Council reviewed and the list of surplus property and adopted resolution 2026-973 authorizing surplus of obsolete police department and It equipment through the consent agenda.

**CONSIDERATION TO ADOPT RESOLUTION 2026-974 AUTHORIZING CONTRACT WITH RENNER SPORTS SURFACES FOR RESURFACING SPORT COURTS AT MILLS PARK**

Tara Kinser, Parks Manager, presented a recommendation to the City Council that they approve the Mills Park Resurfacing Project for basketball and tennis courts, awarding the bid to Renner Sports Surfaces for \$38,669.00 noting the cost is covered in the approved FY 25-26 Budget as a project in the RAP Tax. T

The City Council reviewed this information and adopted resolution 2026-974 authorizing the contract with Renner Sports surfaces for resurfacing the sport courts at Mills Park through the consent agenda.

**CONSIDERATION TO ADOPT RESOLUTION 2026-975 AUTHORIZING LOCAL GOVERNMENT CONTRACT FOR CONSULTING SERVICES BETWEEN WOODS CROSS CITY AND UDOT RELATING TO THE 1100 WEST ROADWAY RECONSTRUCTION PROJECT 2185 SOUTH TO 2600 SOUTH**

The Public Works Director presented information on this item to the Council and noted the consulting costs for this project will be paid directly by UDOT to the consulting engineering firm using the WFRC grant Award.

The cost breakdown is:

- Project Total Estimate is \$4,507,327 (Includes Contingency and Engineering costs, 1/29/25)
  - o WFRC Award \$2,000,000 paid directly to UDOT
  - o County Award \$1,400,000 Reimbursement once the project is completed
  - o City Portion \$1,000,000 Budgeted in B&C Funds 21-40-737 with funds from the Road Bond.
  - o WFRC has offered to add additional funds up to \$400,000 to cover more if needed.

The city applied for and received 2 funding grants for widening 1100 W from 2100 S to 2600 S and installing curb/gutter, sidewalks, park strips, and widening the asphalt, increasing safety for pedestrians, cyclists, and roadway users.

As the grant funding from Wasatch Front Regional Council is Federal monies, the project is transitioning from a city design to UDOT oversight and management, as they are a better fit for the federal funding requirements. Once the Consulting Agreement is approved, all design work, right-of-way acquisitions, bidding, and construction management will be transferred to UDOT.

After the Council's review of this item, the Council adopted resolution 2026-975 authorizing local government contract for consulting services between Woods Cross City and UDOT relating to the 1100 West roadway reconstruction project 2185 South to 2600 South through the consent agenda.

**CONSIDERTION TO ADOPT RESOLUTION 2026-976 APPROVING TASK AGREEMENTS AUTHORIZATIONS 3 AND 4 FOR THE RAILROAD QUIET ZONE WITH PARAMETRIX**

The Public Works Director presented information regarding the railroad quiet zone. He noted the May 2024 contract with Parametrix outlined work with the Federal Railroad Authority (FRA), states, and cities to establish a compliant quiet zone. After the FRA suspended the zone on September 30, 2024, and reinstated it with a waiver in March 2025, notices were sent to the FRA and railroads. Once the remaining cities

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complete crossing upgrades, the scope will change, requiring updated notices and letters. All initial tasks are complete; this resolution authorizes final notices during the waiver period.

Future work for the FRA will occur every 2-3 years. City staff will coordinate with others to maintain the quiet zone and bill beneficiaries for their share of costs.

Due to the unexpected reinstatement, a task-based agreement is preferred to manage costs and flexibility. Staff will oversee expenses; no work will be billed without city approval.

Costs for Parametrix's services will be shared among the quiet zone-member cities. Woods Cross will bill the city directly for work done there. Parametrix will assist in tracking costs, and the city will allocate them appropriately.

The City Council reviewed this information and adopted resolution 2026-976 approving task agreements authorizations 3 and 4 for the Railroad Quiet Zone with Parametrix through the consent agenda.

**CONSIDERATION TO ADOPT ORDINANCE 638 AUTHORIZING A NON-EXCLUSIVE FRANCHISE AGREEMENT WITH ROCKY MOUNTAIN POWER; PROVIDING TERMS AND CONDITIONS FOR USE OF PUBLIC WAYS; AND PROVIDING FOR AN EFFECTIVE DATE**

The Public Works Director presented information to the Council recommending the Council approve this ordinance granting a non-exclusive franchise to Rocky Mountain Power; providing terms for use of public ways; and providing for an effective date. This is extending the agreement entered into in 2021. This is the standard Franchise Agreement Rocky Mountain Power has with municipalities. Jayme Blakesley, City Attorney, has reviewed the agreement and indicated there are no legal concerns. Franchise agreements allow for a utility to have a right to be in the City's Right of Way but must relocate when the city needs the space. This Agreement will have a term of 10 years.

The City Council reviewed this information and adopted ordinance 638 authorizing a non-exclusive franchise agreement with Rocky Mountain Power; providing terms and conditions for use of public ways; and providing for an effective date through the consent agenda.

**CONSIDERATION TO ADOPT 2026 ARBOR DAY PROCLAMATION**

The Parks Manager presented information on the 2026 Arbor Day Proclamation.

In an effort to promote Arbor Day in Woods Cross City, staff recommend that the City Council approve the 2026 Arbor Day Proclamation. The city has enjoyed a rich history of being a Tree City for 27 years. The Tree City USA program has helped beautify the city with annual tree planting and has set the example for residents of the city of the benefits of trees in our community.

This year, we will hold our Arbor Day Celebration on April 24th, the nationally recognized Arbor Day. We have volunteers already committed from the high school communications class are excited to help us. The event will be geared towards and advertised as an event for preschool and elementary-aged children and their parents. We'll have tree-themed crafts and story time, followed by the planting of 10 new trees at Mills Park. These new trees will be planted in the areas where large, decaying trees were removed earlier in the year.

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Returning the celebration to a spring activity will give the new trees more time to become established in the landscape. Additionally, no volunteers showed up for the tree planting at the Day of Service in 2025, and the city prioritizes being a Tree City. With committed volunteers, Arbor Day this April will help support the goal of educating the rising generation about the benefits of trees to them and our community.

The Day of Service this September will still be supported by additional service opportunities that continue in the spirit of that event. City staff hope this change will instill the Arbor Day Foundation's goals in our youth and the public, strengthen community bonds, and fulfill the Parks Department's goal of creating safe, clean, and beautiful spaces for the residents of Woods Cross to enjoy.

The City Council adopted the 2026 Arbor Day Proclamation through the consent agenda.

**CONSIDERATION TO ADOPT 2026 PROCLAMATION DECLARING A WATER EMERGENCY DUE TO EXTREME DROUGHT CONDITIONS**

The Public Works Director presented the following to the City Council: Drought conditions pose a significant concern for the City and the State ahead of the upcoming irrigation season, primarily due to the minimal snowpack this winter. To address this urgent issue, the City is partnering with Weber Basin to implement comprehensive water-conservation measures aimed at reducing irrigation water use across the board, including for residents, businesses, and city operations. These initiatives include delaying the start of city irrigation systems as long as possible, decreasing water use in city parks by at least 20%, raising the height of contractor mowing equipment to 4 inches to minimize turf loss and moisture depletion, and actively informing the community about restrictions and conservation tips through newsletters, electronic signboards, and social media channels. Cooperation is vital to ensure sustainable water supplies during this challenging period.

**City Culinary Water System Concern**

- With Weber Basin turning on water late and shutting it off early this year on September 15th, and possibly sooner depending on reservoir levels and summer usage, residents may resort to using culinary water to supplement the water supply for the rest of the season. The City regularly purchases 100 acre-feet of culinary water each year through a contract, which will not be reduced this year. To prepare for the Water Reservoir project, the city has used this water from mid-winter to early spring. The City's wells will make up for any water loss, ensuring no impact on indoor water use.
- It is important to note that the City's culinary water system was specifically designed for indoor use only and should not be used for irrigation purposes. Secondary water for irrigation is supplied by Weber Basin Water and Bountiful Irrigation. The City maintains sufficient fire flow levels in its reservoirs, allowing fire hydrants to provide adequate water for firefighting efforts in the event of building or field fires.
- To protect residents' and businesses' health, safety, and welfare, culinary water will be temporarily restricted during this time, focusing on conservation to ensure enough water for future drinking, essential needs, and fire protection.

In looking into what other Cities have done in the past to reduce water usage and restrict users from switching to Culinary when Secondary water is shut off. Education is key in this matter but based on past

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water shortages by other water systems, imposing warnings on those who do not follow the restrictions has proven the best way, short of turning off water connections, to protect culinary water supplies.

After evaluating all water conservation options allowed by the State and City Code, the Public Works Department recommends the following water use restrictions for the City's culinary water customers to prevent water supply depletion:

1. Using Culinary Water to irrigate properties that have Secondary Water provided is Strictly Prohibited and will result in restriction fees listed below.
2. All outside irrigation is prohibited from 10 AM to 6 PM daily.
3. For properties that do not have Secondary Water and depend on culinary water for landscape irrigation, landscape culinary water usage is restricted to the Weber Basin water schedule within the city for 2026. This information will be shared via monthly newsletter, on social media, and a mailer to all residents and businesses that do not have access to secondary water for irrigation.
4. The Public Works Director, or designee, shall enforce the aforementioned restrictions with the following penalties for Culinary Water usage that is restricted, subject to the approval of the City Administrator:
  - a. First Offense – Notice of violation shall be given by a door hanger or letter.
  - b. Second Offense -Notice of violation and warning that next violation will result in water shutoff shall be given by door hanger or letter.
  - c. Third Offense – Termination of culinary water service to the property until the property owner signs an agreement to discontinue all landscape irrigation with culinary water for the remainder of the irrigation season. The property owner will be responsible for all associated disconnecting and reconnection fees. The violation letter shall be left on the door.

The City Council reviewed this information and then adopted the 2026 Proclamation declaring a water emergency due to extreme drought conditions through the consent agenda.

**FRONTRUNNER 2X UPDATE**

The Mayor introduced Mr. Brian Allen, a project manager with the Utah Department of Transportation who updated the Council on the FrontRunner 2X Project. He noted both UDOT and UTA would be working on this project and it was a little different from other projects in organization structure. He encouraged the Council to look at video they suggested that they would give further detail to this project. He said the main purpose for this project was to make sure trains can run more efficiently, safely, and more reliable.

Council Member Checketts said she is concerned with how the Holly Oil tanker trucks will impact the city with re-routing the trucks onto a city road in conjunction with this project. She asked Mr. Allen to take back this concern to the UDOT staff who will be looking at the possibility of putting a traffic light in this area. Mr. Allen said he would pass on the concern about the desire for a traffic light to be put in.

Council Member Peterson said she was also concerned with the tight turn on the road where those trucks will be making their turns into the loading racks and that there may not be enough room for them to make those turns. Mr. Allen said they make sure they take "line of site" into consideration in the design and would make sure there was enough room for the trucks to turn.

Mr. Ryan Horrocks, of the design team for this project, said the road is designed to be wider and would accommodate the trucks. He said the drive approach would be around 50 feet wide. He said they make sure

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when they are designing projects that there is enough room for the trucks. He said the cueing of the trucks will be much better with this new design as well.

The Mayor asked what the turning radius is on 1500 South for the Maverik trucks because those trucks turn into both lanes as they make the turn into the Maverik property. Mr. Horrocks said they could show the turning templates they have designed to the Council if they would like to see them and the Mayor said he would appreciate seeing those.

Mr. Allen went through the various stages of the project with the Council and explained other things that would take place as they move forward with the double tracking for the trains. He mentioned the Woods Cross FrontRunner station and how double tracking will be added near this station and how it would affect this area including homes in the area. He mentioned there is an opportunity to put in a noise wall near the homes that would be affected along the double-tracking lines. He said a vote would need to be taken among the residents to see if the majority agreed they would like a soundwall put in, and if the majority did want a wall, there could be one installed. Mr. Terry Warner addressed the questions regarding the noise increase in the area and the benefits of the sound wall.

The Mayor also expressed concern about the railroad Quiet Zone being suspended while work is taking place for the double tracking. Mr. Anderson said the Quiet Zone would still be in place during the construction but there would be some horns sounded during construction at times when safety is a concern, but they will be shorter blasts and only near where active construction will be taking place. It was also noted most of the construction would be taking place at night.

Council Member Grover asked if the sound wall would be in place before the construction and Mr. Allen said it would be going in as part of the construction.

Mr. Chestnut addressed the Council on geo-technical issues. He addressed the subsidence issues in the area and Council Member Checketts asked if the tracks would be pried and Mr. Chestnut said the tracks would not be pried. It was noted that at the railroad crossing on 1500 South, about every 18 months the tracks at this crossing sink and need to be raised. The Mayor said this is a concern that could be considered at this location during construction. Mr. Chestnut said there are things that can be done to help support the softer areas to help mitigate these types of situations. He said he would work with this team on solutions for this area. Mr. Chestnut said he was involved in the original geo-technical study for the subsidence in Woods Cross, so he is aware of this problem. Council Member Checketts said there are now more than 200 homes that have been affected by subsidence and it is also a concern for the continued issues with the tracks sinking and needing to be built up so often. There were no further comments or questions and the Council thanked Mr. Allen and the rest of the team for their presentation.

**CITY HALL NEEDS ASSESSMENT AND SCHEMATIC DESIGN PRESENTATION**

The City Administrator introduced representatives from Method Studio and Hogan Construction to the Council. They presented schematic designs and assessment needs to the Council for the new city hall and surrounding park area.

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Mr. Rob Beishline and other representatives from Method Design gave an overview of the concept plan for the new city hall building and the park and amenities surrounding the building. The Council asked questions and gave a few suggestions on what they might want to include or change in the initial plan.

Council Member Checketts said she would like to see the community room be made larger to be able to accommodate a large groups of people. She also said she would like the water feature to be configured differently. It was noted this was just a preliminary drawing and those details could be talked about and refined in the future to what the Council decides.

Mr. Ryan Horrocks and Mr. Brian Allen from Hogan Construction presented the projected budget and associated costs with the project. They explained that they usually always make their estimates high to assure if there are unexpected extra costs or if the Council might want to add or upgrade something, there is a contingency for those costs. They did mention that if this project was started in 2026 the projected costs would stay the same as presented but could go up around 5% if the project is not started in 2026 because building materials are projected to go up in price the future. The Council asked a few questions about a few of the line items and thanked Hogan Construction for their information.

The Mayor said he has been very pleased with the meetings that have taken place so far to plan this development. He also said he has been pleased with the interaction with both Hogan Construction and Method Design who have brought their expertise and who have collaborated together and listened to each other's ideas to have this be a cohesive process.

**PUBLIC COMMENT**

The Mayor opened the meeting to items from the public.

Mr. Tyler Parkin, a city resident living in Valentine Estates, addressed the Council and said he had some concerns about ordinance issues. He said he wondered why Woods Cross has ordinances if they are not being enforced. He said he had reached out to the Code Enforcement Officer multiple times and has not gotten any response. He said he felt that this was unacceptable. He said he has ongoing issues with loud modified exhaust on cars at all hours of the night and is not able to enjoy the privacy of his own home dealing with these issues. He said he also has issues with people speeding in his neighborhood in Valentine Estates. He said there needs to be more stop signs put into the neighborhood or someone is going to get in a serious accident or a child is going to get hit by a car. He said if the ordinances are written they need to be enforced. He also said there are multiple residents who are concerned regarding the need for more stop signs, and he said there is no reason they cannot have more stop signs put into the neighborhood. T

There were no further comments, and the Mayor closed the public comment period.

**CRYPTOCURRENCY ATMS**

The Mayor gave the floor to Council Member Checketts who noted that Cryptocurrency ATMS are becoming a problem by scamming people with these types of machines especially senior citizens. She said Layton City had recently banned these machines from their city and she would like Woods Cross City to look into doing the same thing. She said there was over \$100,000 in combined losses in 2024 with these types of scams.

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Council Member Checketts introduced Ms. Anola Johnson who said she had been scammed in 2023 using the Crypto ATM. She said she did not just give over her life savings, but she had been manipulated by people. She said it was a very hard experience and took her some time to recover. She explained her experience with this scam and said the bitcoin owners are also taking 30% of the money put into these types of ATM's above and beyond what is taken by the scammers.

Ms. Johnson explained the different ways the scammers work and how the money is taken and some of the tragic stories associated with these types of transactions. She said she has been a guest on podcasts talking about her experiences and ended up at the Utah State Legislature addressing this issue. She said as it stands now the State Legislature has put restrictions in place on how much you can put into a bitcoin machine but there was not a cap on how much those companies can earn, which is around 30% of what is put into the machine. She said she wanted to give a presentation to each City Council in the area on this issue and let City Council's around the county know the consequences and effects these machines are having on some people.

Council Member Checketts thanked Ms. Johnson for her story. Council Member Checketts noted there had been someone in West Jordan who was using a bitcoin machine but was thwarted by a convenience store clerk who stopped them from putting \$20,000 into a machine. She noted there are three Cryptocurrency machines in Woods Cross and there are around 15 within the surrounding communities. She said if Woods Cross starts the process to ban these machines it might initiate other cities to do so.

Ms. Johnson said there are 400-500 of these machines in the state and the average amount being put into these machines is \$10,000 a month and the crypto company is making 30% of that money. She said Indiana has banned these machines altogether and Woods Cross City can make a difference but if we can piggyback off of Layton banning these machines, it could make a difference where seniors and others are being taken advantage of.

The City Administrator said they had visited a store in the city which has a bitcoin machine and said there are warning signs all over this machine. He said they called the city attorney to see if there were any legal provisions to be able to regulate these machines. He said there are other businesses that could be perceived as problematic but are allowed to operate, but they can be regulated. He said the city attorney may need to look at state code to see if the state is regulating these operations but did not know if by law they could be removed. He said it is a possibility that bitcoin machines could be regulated out of the city according to the city attorney.

Council Member Checketts said some of the officers in the city have stopped some of these deposits from happening but are concerned more will occur. She said if the city can show we are aware of this happening and are aware of the problems that shows we as a city care about our citizens.

Council member Jones asked Chief Bigelow if had any known fraud cases due to this type of activity and. Chief Bigelow said no, he did not have any cases. Council Member Jones said it is tough when known scamming businesses are allowed to operate but if the scammers don't use this method, they will use something else to scam people.

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The Mayor said he would be willing to reach out to Layton City's Mayor and see what other information he could find on how Layton banned the crypto currency machines from being operated within their city. There was discussion on what state law is allowing and how the crypto currency machines work in the state. It was mentioned that check cashing businesses are allowed to operate and could be considered predatory. The Mayor said it's a balance between letting people run a business and the possibility of scamming people. He said he is not opposed to preventing them from operating but wants to make sure it is done legally.

Mr. Poole said he had talked to Layton City and about \$2 million was reported being taken from residents using these scams. It was noted that the Iowa Attorney General is suing a crypto currency business and that 98% of the transactions taking place at these ATM's are scams. He said Layton used this information to use in code and had termed them virtual kiosks and they have not yet had legal push back on the ban.

The City Administrator said he was happy to move forward on looking into this but wanted to know if the City Council had the desire to spend time and money on researching whether the machines can be legally banned. He said state law makes parameters on how to regulate these laws.

Council Member Grover said he felt the root cause of this type of issue is beyond our control of the city.

The Mayor suggested putting information in the newsletter and on social media warning of this type of scam using publicity to get the word out about these machines and scams. He said it would not take a lot of time and effort to do this and would not be as costly. He said he is concerned about the legal basis of trying to ban the machines. He said he does not feel like the city has authority to regulate the machines right now.

Council Member Larrabee suggested coming back to the next meeting with more information about this issue and he said he felt like education would be the best way to combat the problem.

Ms. Johnson said another thing Iowa did if there was found to be a scam or fraud with these machines, was giving a 60–90-day period that people could get their money back if they felt they were scammed. She said another way to help prevent this would be to cap the fee to use the machines at \$3.00 and that could be an alternative allowing the machines to go away themselves.

The Mayor said the regulations have to come through the state for these machines. It was noted there are state legislatures that are continuing to work on this issue.

Council Member Checketts asked if the city could request a police logo could be placed near the crypto currency machines to help deter possible scams and to also educate people on this problem.

**CONSIDERATION TO ADOPT RESOLUTION 2026-977 RECEIVING ANNEXATION PETITION AND SETTING A PUBLIC HEARING FOR THE PURPOSE OF CITY COUNCIL AND PUBLIC COMMENT**

The Mayor gave the floor to the Community Development Director who noted the following for the City Council: "The city has received a petition for annexation of approximately 34.7 acres of property located approximately at 1100 South Redwood Road. The proposed annexation area is currently located within unincorporated Davis County and is zoned A-10 (Agricultural).

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“The applicant, FOCUS Consulting, on behalf of Leslie Pelton and Terry Price, is proposing a mixed-use development identified as Timber Crossing. As part of the annexation process, the applicant is requesting city zoning designations of CRT (Commercial Residential Transition) and SFRT (Single-Family Residential Transition). The concept plan includes a combination of higher-density mixed-use development along Redwood Road with a lower-density residential transition area to west of the site. The proposed development includes approximately 21 acres of CRT zoning and 13.7 acres of SFRT zoning.

“The purpose of the CRT zone is to “allow a mix of commercial and residential uses that provide a well-designed transition between adjacent commercial and residential uses, as indicated in the General Plan.” The submitted concept plan for the CRT portion of the project anticipates approximately 453 residential units at a density of roughly 22 units per acre, along with approximately 36,000 square feet of ground floor commercial space adjacent to Redwood Road.

“The purpose of the SFRT zone is to “serve as a transition between lower-density Residential R-1-15/20 and higher-density Commercial Residential Transition CRT zones.” The concept plan shows 124 units at a density of approximately 9 units per acre, with an emphasis on walkability, internal streets, and shared open space.

“The overall development plan incorporates a network of open space and trails totaling approximately 14.5 acres (roughly 45% of the site). These amenities are intended to connect to existing trail systems and utilize the existing power corridor as a central open space feature.

“Annexation of this property would allow the city to guide development of a key corridor along Redwood Road consistent with the General Plan and zoning framework and is an opportunity to implement a coordinated mixed-use development pattern while ensuring sufficient municipal services, infrastructure, and connectivity.

“Should the Council consider the annexation petition, staff will continue to review the proposed development to determine if it complies with state law, municipal code, and is consistent with the General Plan. The petition will also enter a 30-day protest period where affected entities, such as school districts and cities within a half mile of the proposed project, may file a written objection with the City Recorder. As the petition includes a zone change, the process will proceed with public hearings at both Planning Commission and City Council. At a future meeting the Council will either adopt or deny the annexation and rezone by ordinance. A development agreement will need to accompany the annexation and rezone and be approved by the City Council.”

Following the information from Mr. Poole, Mr. Tom Romney with Focus Consulting addressed the Council. He said they wanted the feedback and opinions from the Council and the proposed plan. He said he had done a project previously in the city and was excited to be back and doing another project in the city.

Mr. Romney shared what is proposed and some of the challenges and feasibility of a project in this area. He said there are a few challenges and obstacles that are located in this area, such as the power corridor. He said UDOT plans to put in a full intersection in the area. He said this is a process and will be working with the Council to answer questions and get feedback as he moves forward.

The Council asked questions and discussed ideas on what they might like to see in this area and how things might be modified in the preliminary plan. They also gave some guidance on a few things they would like to

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see changed. The Council did say they would like to see more commercial/retail space on Redwood Road as noted in the General Plan.

Following the information and discussion, Council Member Checketts made a motion to adopt resolution 2026-977 receiving the annexation petition. Council Member Jones seconded the motion, and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO ADOPT RESOLUTION 2026-978 TO PROCEED TO THE DESIGN PHASE OF THE WOODS CROSS CITY HALL AND HOGAN PARK**

The Mayor gave the floor to the City Administrator who asked if the Council wanted to move forward with the design phase of the Woods Cross City Hall and Hogan Park design phase. The Council said they did want to move forward with the design phase.

Council Member Jones asked the Council if they were comfortable with the budget on this project.

The Council said they felt like the budget was in line with what was expected. Council Member Jones said to send him or the City Administrator or the Community Development Director an email with any questions or suggestions they might have moving forward.

There were suggestions made regarding a larger multi-purpose room and changes to the water feature that was shown. The City Administrator said the committee could look at adjusting those things and plans would continue to be refined as they move forward.

The Mayor asked how the funds would be generated for this building. The City Administrator outlined how they plan on financing the project by utilizing bonds, general funds, capital funds, RAP Tax funds, and possibly Impact Fees. He did say there would be a gap in the funding which may need to be looked at. It was mentioned that grants could be considered for the All-Ability park as well.

Council Member Checketts made a motion to adopt resolution 2026-978 to proceed to the design phase of the Woods Cross City Hall and Hogan Park with the estimated maximum budget amount of \$33,569,145.88 with the addition of square footage to the community room. Council Member Peterson seconded the motion, and all voted in favor of the motion through a roll call vote.

**PRESENTATION OF TENTATIVE FY27 BUDGET AND CAPITAL PROJECTS LIST**

The City Administrator presented the Tentative FY27 Budget and Capital Projects lists to the Council for their review.

**CLARK STREET ROAD DEDICATION AND IMPROVEMENTS**

The City Administrator went over the following with the Council: "In February we discussed UDOT's request for 15.58-foot-wide right-of-way dedication for the I-15 expansion project on the west end of Clark Street adjacent to the I-15 soundwall. During the conversation at this council meeting, we agreed that I would ask UDOT for additional landscape at our I-15 offramps in exchange for the property, and to ensure that the hammerhead

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space was replaced to equal or better than its current size, and that it meets the fire code. During the negotiations that followed, we learned that the existing hammerhead space does not meet the fire code.

“UDOT is willing to purchase adequate private property to construct a new hammerhead space that meets the fire code. Michael Romero, UDOT Project Director, asked if the city is willing to make the dedication in exchange for the new hammerhead without bringing interchange landscape into this matter.

“While he acknowledges the city’s desire to maximize the landscaping at the interchanges, mixing these two topics are not feasible. North Salt Lake City Manager Ken Leetham and I met with Michael Romero in March to discuss the interchange landscape and we believe that the plans that are being prepared will meet city expectations without needing to use this leverage.”

The Council said they agreed with the way the Clark Street matter has been handled and were happy with the new fire turn-around expansion.

**PART-TIME CLERK FOR PROSECUTOR DATA ENTRY**

The City Administrator noted the following for the Council: “The purpose of this discussion is to determine if the City Council will support hiring a part-time records clerk to assist with record management for the prosecuting attorney. The anticipated budget impact could range from \$5,000 to \$12,000 annually.

“During our recent BCI (Bureau of Criminal Identification) audit, I was made aware our current practice of Michelle Rowley, PD Records/Office Administrator, downloading BCI files for our City Prosecutor, Ryan Robinson, is not in compliance with BCI requirements.

“We explored having our court staff do this, but it is a conflict to have these individuals perform this function. While we considered other city staff, the individuals must maintain BCI training, security clearances, and be familiar with all of the programs to pull documents for the prosecutor and defense attorney when needed.

“Our current contract with Mr. Robinson does not specifically identify how this administrative work will be done and since the city has always provided this service, hiring a part-time or independent contract records clerk for the anticipated 4-6 hours each week seems to be the best conclusion.

“As a result, Ryan Robinson has obtained his own ORI (Originating Agency Identifier) code, and Michelle is helping him until we can make new arrangements. Michelle explained that with Mr. Robinson’s ORI, the records clerk, will manage the BCI training, record keeping (whose documents are sent to and for what purpose), and other regulations. The Council approved moving forward with finding a part-time records clerk to fill this position.

**ACE DISPOSAL COST OF LIVING INCREASE**

The Public Works Director noted the following for the Council: “ACE Disposal has notified city staff that their fees will increase by 2.9% starting July 1, 2026, in accordance with CPI-U. This adjustment is outlined in the Residential Solid Waste Collection and Recycling Services Agreement.

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“Based on the documentation from ACE and staff follow-up, the COLA increase has been confirmed. Beginning this July, all ACE charges will increase by 2.9%.

“Brian has investigated whether the Solid Waste Fund (52) can absorb the increase and confirmed that a rate increase to our residents is not necessary at this time, but will re-evaluate at the end of 2026 Calendar year.

The City Administrator noted the requirements have been met by ACE with the service that was agreed upon.

Council Member Checketts asked for clarification on the green can and when it changes from green waste to garbage for winter use. The Public Works Director said the green can changes over in November and goes through February.

**SOLICITATION ORDINANCE INFORMATION**

The City Administrator said there is a solicitation ordinance that works already in place, but he said the public needs to be educated on how they can contact the police for non-emergency dispatch problems including how to let the police know if a solicitor needs to be sought out and spoken to if they are being a problem.

**CRYPTOCURRENCY ATM'S** This was covered earlier in the meeting.

**COMMUNITY DEVELOPMENT REPORT**

Below is the report for the months of February and March.

Building Permits and Land Use Applications

- 18 Residential Building Permits (4 New Single-Family)
  - o \$1,438,522 total valuation
  - o \$58,884 total permit fees
- 3 Commercial Building Permits
  - o \$229,000 total valuation
  - o \$2,707 total permit fees
- 4 Miscellaneous Building Permits
  - o \$ 186,037 total valuation
  - o \$1,640 total permit fees
- 1 Site Plan Application
- 9 Miscellaneous Land Use Applications

Business Licenses

- 17 new Business Licenses
- 4 new Home Occupation Licenses
- 729 total Business Licenses

Code Enforcement

- 87 new Cases
- 98 total Active Cases
- Top Cases
  - o Parking violations – parking on lawn, illegal driveways, inoperable vehicles, etc.
  - o Debris and junk
  - o Tall weeds and grass

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- If residents come to Council members regarding potential code violations, please refer them to Leah or me without promising actions that will be taken to resolve the potential code violations.

Updates

- We have seen an alarming increase in parking violations as Leah has been proactively enforcing the code. Residents most common response after being informed of how they are in violation is, "I have been doing this for decades and nobody has said anything about it." Leah has been compiling a pretty extensive list of parking violations as she drives through the city. Some of the most common violations are:
  - o Parking on the grass or dirt
  - o Jumping the curb to park on grass or a gravel "patch" by the side of the home
  - o Parking non-recreational vehicles on a gravel "RV pad"
  - o Installing an illegal second driveway. This is usually a driveway on the opposite side of the home from the existing driveway, with gravel used most often. The property owner may install steel risers or lay wood beams in the gutter to allow them to jump the curb. Some of these have existed for many years, a few are newer.

In April's newsletter we recycled the comments from March and included a reminder to keep tall grass and weeds cut.

With this proactive enforcement approach, members of the Council will most likely be contacted by residents with concerns or frustrations. Please refer them to Leah or me.

- Sam continues to work with our building permit and business license software provider to add all land use applications to the portal. This will allow applicants to upload, pay for, and track their applications from the portal. This will also allow all reviews to occur electronically.
- We have held twelve design meetings for the new city hall and Hogan Park project. Method Studio and Hogan Construction will present their findings from the programming element and estimated cost for the project.
- New construction projects underway
  - o DC Customs and the Boat Shack – next to Pace's Dairy Ann
  - o The Crossing townhomes – northeast of Woods Cross High and across 500 West from The Hills apartments
  - o Salmon Electric office warehouse – 1379 S Redwood Road
  - o Auto Savvy – north of Woods Cross High (The dealership is expanding their lot to the east to accommodate more space for staging vehicles and more employee parking. There are no buildings being constructed; however, it has generated a lot of interest and inquiries by residents.)
- New businesses coming to the city
  - o The Firm – Pilates Intensive – 2440 S Hwy 89 – Pilates studio
  - o American Tires – 1901 W 2425 S – Tire sales and repair
  - o AeroKraft Aviation – 2115 S 1800 W – Build, service, and repair backcountry aircraft
  - o Pacific Painting and Wallcovering – 2391 S 1560 W – Paint and trim contractor

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- o Prestige Contracting – 1901 W 2425 S – Roofing contractor
- o HP Auto Sales – 1498 W 1500 S – Used car sales

**COMMUNITY SERVICES REPORT**

Communications—**Website** Please continue to review the website and send any changes to me ASAP.

Eggstravaganza-- Teen Egg Hunt was a huge success we had close to 450 people who attended.

Eggstravanga - Could not have had better weather. More eggs and prizes than ever. Baskets did similar to years past. Thanks to everyone that helped

Senior Lunch-- **March Lunch** Still lots of new faces - we need help in finding entertainers for Sr. Lunch. Using Just Serve has been a great success! We had lots of volunteers come and help, which was wonderful.

YCC-- USU conference was success! Having a multi-council training in April here at Public Works. Getting applications ready for next year.

Upcoming—

Summer Recreation- Registration Opens on April 6

Admin Lunch - City Hall - 12:30 PM - April 9

Arbor Day - April 25 - Location TBD

Memorial Day - May 25 - Hogan Park

The City Services Coordinator asked if the Council would allow an unofficial car show for Memorial Day and if the Council is agreeable to move forward with this added event. The Council said yes, they approved adding the car event to the Memorial Day activities.

She also said the speaker declined the invitation to speak on Memorial Day, so they are looking for someone to speak at the event if anyone has any other suggestions.

**POLICE DEPARTMENT REPORT**

<b>Dispatched/On View Calls</b>			
	2026		2025
January-	441	January-	475
February-	448	February-	420
March-		March-	474
April-		April-	530
May-		May-	595
June-		June-	503
July-		July-	568
August-		August-	578
September-		September-	639
October-		October-	520
November-		November-	385
December-		December-	426

## Patrol Overview

February 2026		January 2026	
Calls for service-	448	Calls for service-	441
Reports-	193	Reports-	199
Citations-	154	Citations-	124
Physical Arrests-	06	Physical Arrests-	07
Use of Force-	06	Use of Force-	03

### DETECTIVE DIVISION

22—New Persons Crimes/Sexual Assault/Death investigations/C.A.N.R. cases (child abuse neglect report)  
 11—New Theft/Property/Fraud Cases  
 31—Cases Closed with and with arrests  
 6—Death Investigations

### USE OF FORCE REVIEWS

The patrol sergeants and administration reviewed three use of force incidents for the month of March. The incidents were found to be within department policy and state law.

### DEPARTMENT ACTIVITY

-Woods Cross Elementary came to city hall for lunch with the chief  
 -Utah Chiefs of Police Conference was attended by Chief Bigelow, A.C. Schultz and Michelle Rowley  
 INVESTIGATIONS/ICAC

The detectives are currently helping patrol with Officer Terzo’s F.T.O. process. The patrol officers have been busy training since the first of the year and needed a break.

Detectives investigated six more deaths in our city for the month of March. None of the deaths are considered suspicious at this time.

Detectives were able to make to arrests on sex offenses they had been investigating.

### PUBLIC WORKS REPORT

#### **Parks Tasks February**

- Banners – Site Inspections and Shopping
- Parks Inspections
- Chips Spreading @ Tank Farm – 3 Loads
- Trash Clean-up – 20 + Hours
- Carpet Cleaning Prep @ City Hall 4 hours
- Trash Cans Installed – 3
- Gopher Repair Work
- “Rodenator” + Gassers 18 + Hours
- Vandalism @ Mills – 20 + Hours
- Performance Review – 2
- Tara @ UPCLA Conference – 2 Days
- Ball Field Pre/Maintenance
- Snow Removal
- Arbor Day Planning – 10 Hours
- FY27 Budget Planning – 20 Hours

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- Mills Park Courts RFP – 10 Hours
- Equipment Servicing – 10 + Hours

**Parks Goals – Spring**

Beautification

Gopher tunnels are going away, weeds are being wiped out, grass is getting the goods to green up, seed is being sown, and ballfields are looking their best!

Efficiency

Johnny and Jake are attending sprinkler/water efficiency classes. We are taking inventory of our supplies and ordering what we need. Thank you for the funding!

Accountability

The tracking documents we will use throughout the season are being updated and expanded. Johnny and Jake are studying for and taking the pesticide applicators licensing exam.

Teamwork

We are in the process of seasonal hiring. Training protocols are being updated, Tara is attending the DTC job fair, and the word is being spread that we are looking for folks ready to help us reach our goals!

**Streets Tasks February**

- Plow Maintenance/Cleaning
- Trailer and Equipment Maintenance
- New wiring, decking, and paint
- Shop Organizing and Inventory
- Garbage Can Work Orders/Issues – 21
- Storm Drain Inlet Cleaning
- Street Sign Inventory
- Beginning next phase of replacements
- 1 Snowplow Event/Callout 2/18
- Assist With Water Leak
- Built and Installed tool racking in Mechanic Bay and Truck Barn

**Storm Wate Tasks February**

- CDL Online Course – Completed
- CDL Written Exam – Passed
- Working Towards Driving Test
- 5 – Monthly SWPPP Inspections
- Franklin Covey Program Completed
- 14- Outfall Inspections
- Cross Training with Water/Streets
- Learning Elements
- Worked On First Water leak
- Contractor/MS4 Training (Ogden)
- Learning SWMP – Beginning Review For 2026 Update
- Storm Water Mapping/GIS Updates
- Learning Traffic Control – Assisted With Traffic Control On 500 S
- Snow Removal – First Plow Experience

**Streets Goals – Spring**

Beautification

Park strip trees are looking great! We are now focusing on replacing old grungy street signs with new ones while clearing and trimming trees and bushes that block the new signs. Picking up trash and debris on roadsides daily is priority.

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Efficiency

Riley and Jared have been working to learn new systems and implement better processes with daily tasks and workflow. Moving forward, prioritizing routine tasks will be the focus. Planning and Organizing will key.

Accountability

Learning and using Elements for numerous tasks is key! This will help track and structure more routine maintenance. Better asphalt patching and following City Standards are a must!

Teamwork

Will be more involved with City Events moving forward. Being present and contributing in all aspects of Public Works will help the Streets Department grow.

**Storm Water Goals- Spring**

Beautification

Develop habits of cleaning and maintaining public right of ways and storm drain infrastructure. Hold contractors accountable with SWPPP compliance. Efficiency Learn and implement the Storm Water job description and utilize skill sets to achieve efficiency and goals.

Accountability

Follow instructions while training in all areas of the PW department. Utilize Elements and GIS Mapping

Teamwork

Develop relationships with all City Staff. Be a team player and contribute extra time to City events. Seth will be taking the first, Second Saturday Clean-up shift.

**Water Tasks February**

- 124 Bluestakes/Locate Requests
- 2- After Hours Call-outs
- 1 Water Leak
- GIS/Mapping Updates
- 87 – Final Notices Handed Out (Shut-Offs)
- 19 Meter Shut-offs For Non-Payment
- BSI Online Start-up
- BSI Data Entry Team working on our files
- Monthly Bac-T Samples
- Quarterly State Required Samples
- Well 4 – Pump/Motor Installed
- Waiting on Electrical Work
- Water Meter Maintenance -13 Endpoints Replaced/Warrantied
- Rural Water Conference – Marcus
- Rural Water Apprenticeship Program

**Water Goals – Spring**

Beautification

Wells and Reservoir sites are going to be a top priority this spring. Replacing dead grass and weeds with rock landscaping and plants.

Efficiency

Robert and Marcus are working on streamlining routine maintenance and implementing more organized scheduling.

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**Accountability**

Tracking tasks and documenting work are always key within any PW Department. Robert and Marcus are holding each other accountable by following up on assignments and tasks and ensuring that proper steps are followed.

**Teamwork**

Robert and Marcus have developed a great working relationship. Learning each other's work habits is the key to success. It's like "Dancing", you must follow your partners lead and always know their next move.

**In the Works**

- Development Review Committee
- Transportation Master Plan update in process
- Review with Planning Commission

March 10th

- The Reuse Plan application is still in process at the State Engineer's office.

- Working with UDOT I-15 and Double

Tracking Projects

- Budget prep and analysis for FY 26-27
- 1100 W 2100 S to 2600 S Widening
  - o Project management is transitioning to UDOT as per the terms of the grant award.
- Well 3 Rehab and 1500 S water reservoir are in design.

- o Well Driller will mobilize to the site, and begin drilling – Mid March

- o The Reservoir Project is at 100% design and

plans have been submitted to the State

- Well 4 pump and motor on order.
- The pump and motor are installed. Awaiting final

electrical work and testing with Nickerson

- Weber Basin Mainline and meters

- o Main line is installed. Crews are installing laterals and restoring existing services on properties.

- o Weber Basin Annual Customer meeting on March 10th. They will be announcing water restrictions.

**CITY ADMINISTRATOR REPORT**

While I took vacation during the last two weeks of March, I still managed to:

1. Work on the negotiations for the sale of the old post office.
2. Participate in weekly city hall/Hogan Park design meetings.
3. Prepare tentative budget for the April 7th City Council meeting.
4. Prepare the subsidence grant that will be considered on April 7th.
5. Met with North Salt Lake and UDOT representatives on the I-15 expansion project.
6. Met with the South Davis Metro Fire Admin. Committee and staff on SDMFD budget preparations.

**FINANCE REPORT**

The City Council reviewed the finance report presented by the Finance Director.

**QUESTIONS/COMMENTS/DIRECTION TO CITY ADMINISTRATOR OR STAFF/COUNCIL REPORTS**

There were no additional questions or comments or directions for staff at this time.

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**RECESS CITY COUNCIL MEETING TO GO INTO RDA MEETING**

At 9:53 PM Council Member Larrabee made a motion to recess the City Council meeting and go into the RDA meeting. Council Member Grover seconded the motion, and all voted in favor of the motion through a roll call vote.

**RETURN TO CITY COUNCIL MEETING**

At 9:55 P.M. Council Member Checketts made a motion to return to City Council Meeting with Council Member Peterson seconding the motion and all voted in favor of the motion through a roll call vote.

**MOVE TO CLOSED SESSION CLOSED MEETING**

At 9:55 P.M. Council Member Peterson made a motion to move into closed session pursuant to UCA § 52-4-205. Council Member Checketts seconded the motion and Council Member's Grover, Peterson, Checketts, Jones, and Larrabee voted in favor of the motion through a roll call vote.

Council Member Checketts recused herself from the discussion during for the closed session and left the building.

**RETURN TO CITY COUNCIL MEETING**

At 10:39 Council Member Peterson made a motion to return to the City Council meeting with Council Member Larrabee seconding the motion and all voted in favor of the motion through a roll call vote.

**CONSIDERAIOTN TO ADOPT RESOLUTION 2026-979 AUTHORIZING SALE OF OLD POST OFFICE PROPERTY LOCATED AT 735 WEST 500 SOUTH**

The City Administrator noted the following for the City Council:

“During the December 16th and January 9th city council meetings, the Council discussed the possible sale of the old post office and old public works property. The City Council also held the required public hearing on December 16th to receive comments on selling the property. On February 7th the City Council entered into a contract to have The Northwood Group represent the City in marketing the sale of the property.

“On March 18th, The Northwood Group received five qualified offers to purchase the property. After considering the offers, the City Council will hold a closed session to review these offers, talk with Northwood Group representative, Brandon Wood about the offers, and determine if it will accept one of the offers.

“If a consensus is reached, the City Council will adjourn the closed session, return to an open session, and make final deliberations and a decision to sell the property; or give direction to Mr. Wood on the next steps to take with the property.”

The Mayor noted the Council had discussed the sale of this property in the closed session and Council Member Jones made a motion to adopt resolution 2026-979 authorizing the sale of the old post office

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property located at 735 West 500 South to HF Sinclair for \$475,000. Council Member Peterson seconded the motion, and all voted in favor of the motion through a roll call vote.

**ADJOURN CITY COUNCIL MEETING**

There being no further business before the City Council, Council Member Jones made a motion to adjourn City Council meeting with Council Member Grover seconding the motion and all voted in favor of the motion through a roll call vote. The meeting adjourned at 10:42 P.M.

Approved by City Council May 5, 2026.



*Annette Hanson*

Woods Cross City Recorder